

Minutes of the Development Review Committee

September 27, 2012 DRAFT

Planning Director, Don Craig called the Development Review Committee Meeting of September 27, 2012 to order at 10:00am at Old City Hall, in the antechamber at 510 Greene Street, Key West.

ROLL CALL

Present were: Planning Director, Don Craig; HARC Planner, Enid Torregrosa; General Services, Elizabeth Ignaffo; Forestry Manager, Paul Williams; ADA Coordinator, Diane Nicklaus; and Fire Inspector, Alan Averette .

Also in attendance were: Planning Department staff: Brendon Cunningham, Carlene Smith and Ginny Haller.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVAL OF MINUTES

August 23, 2012

A motion to approve the August 23, 2012 minutes was made by Ms. Nicklaus and seconded by Mrs. Torregrosa.

DISCUSSION ITEMS

Old Business

- 1. Exception for Outdoor Merchandise Display - 330 Duval Street (RE# 00004380-000000) – A request to allow the display of merchandise sold in-store for property in the HRCC-1 zoning district per Section 106-52 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Mr. Cunningham gave members an overview of the merchandise display request. The request is postponed to next month's meeting.

New Business

- 2. After-the-fact Variances - 2310 Patterson Avenue (RE# 00050260-000000) - A request for after the fact variances to building coverage, impervious surface ratio and side and rear-yard setback requirements for property located in the SF zoning district per Section 122-238 (4) and 122-238 (6) (a) 2 & (a) 3 of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Mr. Cunningham gave members an overview of the variance requests.

Ms. Ignaffo stated that a storm water management system is not shown on the plans.

Ms. Nicklaus had no comment.

Mrs. Torregrosa requested a scalable drawing.

Mr. Averette requested the distance between the detached bathroom and house due to fire safety issue.

Mr. Williams had no comment.

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Mr. Craig requested a scalable site plan.

Keys Energy had no comment.

- 3. Parking Variance – 605A United Street (RE# 00028370-000000) – A request to waive parking requirements for 8 automobile spaces in the HNC-1 zoning district per Section 108-572 (13) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Ms. Haller gave members an overview of the parking variance request.

The applicant, Patrick Wright, with Trepanier & Associates gave members the details of his request.

Mrs. Torregrosa had no comment.

Mr. Averette had no comment.

Ms. Ignaffo stated that two parking spaces are assigned to parcel 605-A. Neither parking space is ADA Accessible. In accordance with Sec. 108-650, ADA accessible parking space shall be provided with an accessible route into the building, and the building entrance shall be ADA accessible.

Ms. Nicklaus stated that since it is medical facility, they must designate an ADA accessible space.

Mr. Craig requested a site plan that depicts parking.

Keys Energy had no comment.

- 4. Variance – 617 Fleming Street (RE# 00006260-000108) – A request for rear yard setback in the HMDR zoning district per Section 90-391, Section 122-600(6)c of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

Ms. Haller gave members an overview of the variance request and requested a scalable plan.

The applicant, Architect, Robert DeLaune, gave members the details of his request.

Mrs. Torregrosa had no comment.

Mr. Averette requested site plans.

Ms. Ignaffo requested that the applicant direct roof downspouts back onto the property, preferably into landscaped areas.

Ms. Nicklaus had no comment.

Mr. Craig requested site plans.

Keys Energy had no comment.

- 5. Parking Variance – 529 Caroline Street (RE# 00001220-000000) – A request to waive parking requirements for 1 (one) automobile space in the HRCC-1 zoning district per Section 108-572 (16) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

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Ms. Haller gave members and overview of the parking variance request.

The applicant's representative, Ginny Stones, gave members details of the request.

Mrs. Torregrosa stated that the applicant will require HARC approval if they choose to move the fence.

Mr. Averette had no comment.

Ms. Ignaffo stated that the proposed commercial enterprise entrance walkway conflicts with two (2) existing parking spaces. Sec. 108-648 prohibits parking spaces or loading zones to interfere with access to a pedestrian walkway. Ms. Ignaffo then inquired if the cars are prohibited from parking during business hours and are the existing parking spaces required parking for the residential units.

Ms. Nicklaus stated she made an earlier site visit regarding ADA accessibility.

Mr. Craig stated that the site plan indicated displacing parking spaces during business hours. He requested that ADA spaces be clearly marked.

Keys Energy had no comment.

6. Conditional Use – 707 Catherine Street (RE# 00030650-000000) – A request for conditional use approval to operate a day care facility at property located in the HMDR zoning district per Section 122-598 (3) of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Mr. Cunningham gave members an overview of the conditional use request.

The applicant, Alvin Crockett, gave members details of his request.

Mrs. Torregrosa stated that the applicant will need to seek HARC approval for signage.

Mr. Averette stated that the facility will need to be up to code. They will schedule an inspection.

Ms. Ignaffo stated that occupancy requirements of the Life Safety Code and Florida Building Code, Section 436 apply to daycare uses. The Florida Plumbing Code requires a drinking fountain and service sink for day-care uses. City of Key West Code of Ordinances Sec. 108-572 requires the greater amount of three calculations to determine the number of parking spaces that will be based on the number of children at the center; more than 20 spaces will be required. Sec. 108-648 prohibits parking area design that creates vehicle backing onto the right-of-way. Landscape buffers will be required, in accordance with Secs. 108-347, -413, -414, and -415, to screen the adjacent residences from parking areas and low impact use. Waste storage area shall be screened with a fence, wall, or landscape (Sec. 108-279).

Ms. Nicklaus stated that when they apply for building permits, they must be ADA compliant.

Mr. Craig stated parking accessibility doesn't meet code. Need to apply for parking variances code section 108.648. He requested they meet with Planning and Engineering department.

Keys Energy requested a Project Review form for the loads.

7. Major Development Plan and Conditional Use – 616 Simonton Street, 604 Simonton Street (RE# 00012210-000000 and 00012220-000000) – A request for the redevelopment of the existing City of Key West Fire Station into a 7,926 square foot Fire Station and 40,720 square foot parking lot in the HPS and

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HNC-1 zoning districts per Section 108-91 (A)(2)(b), and Sections 122-958 (3) and 122-808 (7) of the Land Development Regulations of the Code of Ordinances of the City of Key West.

Ms. Haller gave members an overview of the Major Development Plan and Conditional Use request.

The Architect, Anthony Sarno, mbi k2m Architecture, Inc. gave members details of the requests.

Mrs. Torregrosa stated that they had received HARC approval.

Mr. Averette had no comment.

Ms. Ignaffo stated that the site plan shows a walkway to the corridor (Josephine Parker Road), which is not ADA Accessible compliant. Please remove the walkway indication pavers. The site plan shows a row of parking along the west side of the restroom area with stall length that overhangs the sidewalk. Please relocate the ADA Accessible parking spaces on the site, and identify the parking spaces in that row to be "COMPACT ONLY." The loading/drop-off space shall be ADA accessible, and include an accessible aisle and curb ramp, if curbs are to be utilized.

Ms. Nicklaus stated she will review ADA plans at time of building permit application, at this point she does not have enough detail.

Mr. Craig stated that the variance application is missing landscape buffer on Angela and Simonton St. for 30' landscape waiver request. He requested the height of the building be clearly described in the application.

Keys Energy is recommending to go high voltage underground to the new facility with 120/208 3 phase available. Need to provide Keys Energy a full set of plans. No objections to the variances.

- 8. Variances– 616 Simonton Street, 604 Simonton Street (RE# 00012210-000000 & 00012220-000000) – A request for impervious surface ratio in the HNC-1 zoning district per Section 122-810 (4)b; and for non-habitable building height, impervious surface ratio, and open space in the HPS zoning district as per Sections 122-960 (3),122-960 (4)b, and 108-346 (b) of the Land Development Regulations of the Code of Ordinances of the City of Key West.**

See comments above.

ADJOURNMENT

Meeting adjourned at 11:07am.

**Respectfully submitted by,
Karen de Berjeois
Administrative Assistant II
Planning Department**